

MINUTES

Minutes of the Annual Parish Meeting held on Monday 29th May 2019 in the upstairs room of Melbourn Community Hub at 7.30 pm.

Present: Cllrs Norman (Chair) Clark (Vice Chair), Sherwen, Stead, Hart, Travis, Cowley

In attendance: Mr Simon Crocker - Parish Clerk, Cllr van de Ven, Cllr Hales and 11 members of the public.

1 To receive any apologies for absence:

Cllrs Kilmurray, Buxton. District Cllr Hales forwarded apologies on behalf of District Cllr Hart. The apologies were noted.

2 The minutes of the meeting held on 28th May 2018:

The Chair confirmed the minutes from the Annual Parish Meeting held on 8th May 2017 were approved at the Annual Council meeting on 22nd May 2017.

IT WAS AGREED BY ALL PRESENT AT THE MEETING THE MINUTES WERE A TRUE RECORD

3 Report on aspects of the meeting held on 28th May 2018

The Chair reported that on 22nd May 2017 there was nothing to comment back on. The Chair further reported that an action from the meeting held on 8th May, to investigate the feasibility of waiting restrictions in the High St was considered by the Maintenance Working Party and the view was it was not something recommended by the Skanska Road survey and therefore would not be pursued.

4 To receive a report from The Chair of Melbourn Parish Council: Cllr Graham Clark

Councillor Norman presented an annual report (attached herewith). There were no questions or comments from Councillors or members of the public

5 To receive reports from the Committees and Working Parties of the Parish Council

(a) MAYD

Cllr Cowley and District Cllr Hales presented the Annual MAYD report (attached herewith). There were no questions or comments from Councillors or members of the public. The Chair thanked the members of MAYD for their continued work

(b) Planning Committee

The Vice-Chair of the Planning Committee presented a report (attached herewith) and commented on the sometimes high workload involved in reading and understanding the planning documents associated with large developments. There were no questions or comments from members of the public.

(c) Finance & Good Governance Committee

Cllr Norman reported that the Committee had been without a chair for part of the year and therefore she had written the report (attached herewith). A member asked if the Parish Clerk and RFO would be attending the Committee meetings going forward. The Parish Clerk confirmed that would be the case. There were no further questions.

(d) HR Panel

Cllr Hart presented a report (attached herewith) and commented that the Panel were pleased with work undertaken so far

(e) Maintenance Working Party

Cllr Travis presented a report (attached herewith) and commented that work had gone well. It was confirmed that the intention would be to turn the working party back into a committee. There were no questions or comments.

6 To receive a report from the Parish Council representatives on Village Charities and Other organisations:

Signed..... Dated...../...../...2019...

(a) Triggs Charity:

Former District Cllr Barrett had sent a written report (attached herewith). The Chair requested that any questions or comments be forwarded to the Parish Clerk.

(b) Martins Charity:

The Chair reported that the minutes of the previous meeting summed up the state of knowledge, and that the charity was not in use but would not be closed down.

(c) Francis John Clear Almshouses:

Mrs Howard had sent a written report (attached herewith). The Chair requested that any comments or questions be forwarded to the Parish Clerk

(d) Melbourn Mobile Warden Scheme:

District Cllr Hales presented a report (attached herewith). There were no questions.

(e) Melbourn and Meldreth Lunch Club

District Cllr Hales presented a report and commented that the club was going very well. The Chair thanked him for the work

(f) Grants awarded 2018/2019 and how the money has been spent

The Chair reported that some reports from grant recipients were still outstanding and when they had all been received they would be compiled and attached to these minutes (attached herewith)

7 To receive a report from District Councillors:

District Cllrs Hales and Hart had submitted a written report (attached herewith). There were no additional comments or questions.

8 To receive a report from Cambridgeshire County Councillor van de Ven

County Cllr van de Ven had submitted a written report (attached herewith) and further reported that the District Highways manager Evan Laughlin had resigned. District Cllr Hales urged the Parish Council to write to Highways.

9 To consider any matters brought before the Annual Parish Meeting.

There were no matters brought forward.

10 Public Forum

A member of the public enquired about the possibility of extending the waiting restrictions around the area of the crossroads between New Road and Orchard Road and cited existing anti-social parking behaviour. The Chair noted the comments.

A member of the public asked if there were positions on the Finance & Good Governance Committee for members of the public? The Chair responded that the terms of reference didn't allow for that but the meetings are open to the public and each agenda has a public participation item.

A member of the public queried whether the right questions are being asked at meetings and asked specifically about the budget relating to staffing. The Chair reported that figures were discussed and approved at the Annual Council Meeting.

A member of the public asked about the Hub Support Grant and how much longer they will be paid. The Chair reported that the Hub had to register for VAT and this impacted on profits. The proposals to extend the Hub had arisen partly from the need to increase profits and there was an expectation that the community Hub will eventually operate as a standalone entity, and in the fullness of time, cease to rely on Parish Council support grants.

11 Annual Awards

The Chair announced the winners and they were as follows:

Rosemary Gatward

"In Acknowledgement of your Commitment to serving others and your community. In thanks and recognition for your long and continued service to Melbourn Parish Council. In recognition

of your contributions, time, personal knowledge and expertise.”

Melbourn Magazine

“In Acknowledgement of your Commitment to serving others and your community. In thanks and recognition for your long and continued service to Melbourn Residents. In recognition of your contributions, time, personal knowledge and expertise.”

There being no other business the Chair closed the meeting at 20.30pm